



County of Los Angeles CHIEF EXECUTIVE OFFICE

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DAVID E. JANSSEN
Chief Executive Officer

July 17, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: SEWER SYSTEM MANAGEMENT
PLAN DEVELOPMENT SCHEDULE
FOR THE CONSOLIDATED AND MARINA SEWER MAINTENANCE DISTRICTS
ALL SUPERVISORIAL DISTRICTS
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the schedule for the development of a Sewer System Management Plan for the Consolidated and the Marina Sewer Maintenance Districts.
2. Authorize and instruct the Chair of the Board of Supervisors to sign two original copies of the development schedule for the Sewer System Management Plan.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to comply with the requirements to obtain your Board's approval of the Sewer System Management Plan (SSMP) development schedule (attached) by August 2, 2007, as stipulated by the State Water Resources Control Board.

Pursuant to the State Water Resources Control Board Order No. 2006-0003, the Consolidated and the Marina Sewer Maintenance Districts (Districts) are required to present an SSMP development schedule to the Districts' governing board for approval.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1) by developing and implementing an effective SSMP that will reduce sanitary sewer overflows thus protecting people's health and the environment.

FISCAL IMPACT/FINANCING

There will be no impact to the County's General Fund. There are sufficient funds in the Consolidated Sewer Maintenance District (Fund GA9) and the Marina Sewer Maintenance District (Fund GC6) Fiscal Year 2007-08 budget to finance the schedule development.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On May 2, 2006, the State Water Resources Control Board adopted the Statewide General Waste Discharge Requirements and Monitoring and Reporting Program (WDR) by issuing Order No. 2006-0003. The regulations were born out of a growing concern about the water quality impacts of sanitary sewer overflows, particularly those that cause beach closures or pose serious health and safety or nuisance problems. The WDR requires owners and operators of publicly owned collection sewer systems to have their governing body approve a schedule to develop the SSMP. Therefore, as the governing body of the Districts, we request that your Board approve the attached schedule.

ENVIRONMENTAL DOCUMENTATION

In accordance with Section 15378 (b)(5) of the California Environmental Quality Act (CEQA) Guidelines, approval of the recommended action does not constitute a "project" and, hence, is not subject to the requirements of the CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The approval of the SSMP development schedule by your Board will be in compliance with the WDR.

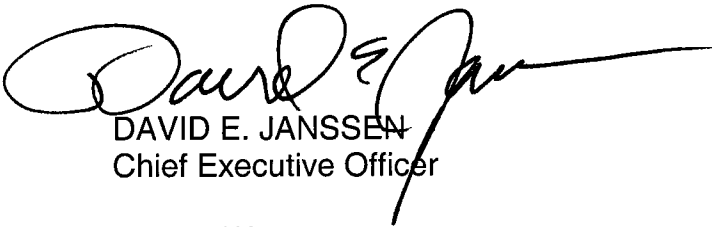
The recommended action will have no negative impact on current County services or projects.

The Honorable Board of Supervisors
July 17, 2007
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CONCLUSION

Please return two adopted copies of this letter and the SSMP development schedule to the Department of Public Works, Sewer Maintenance Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David E. Janssen", with a long horizontal flourish extending to the right.

DAVID E. JANSSEN
Chief Executive Officer

DEJ:DLW
MdR:sb

Attachment

c: County Counsel
Department of Public Works (Watershed Management)

Sewer System Management Plan Development Schedule

Task	Description of Activities to Achieve Desired Goals	Required Completion Date	Actual Completion Date
Develop SSMP Plan and Schedule	Prepare the SSMP development plan schedule	08/02/2007	
Goals	Define the goals of the SSMP	11/02/2007	
Organization Structure	<ul style="list-style-type: none">a) Identify the administrative and maintenance positions for implementation measures in the SSMP program, including lines of authority by organization chart.b) Identify the chain of communication for reporting SSOs, from receipt of a complaint or other information, to RWQCB, SWRCB, County Health Dept., State Office of Emergency Services (OES), etc.	11/02/2007	
Legal Authority	Identify all legal authorities possessed by the Districts to: <ul style="list-style-type: none">a) Prevent illegal connection to the sewer system.b) Require that sewers and connections be properly designed and constructed.c) Ensure access for maintenance, inspection, or repairs of mainline sewers.d) Limit the discharge of fats, oil, and grease (FOG) and other debris that may cause blockages.e) Enforce any violation of its sewer ordinances.	11/02/2008	
Operation and Maintenance Program	Identify procedures in place or to be implemented and the person in the organization responsible for the following: <ul style="list-style-type: none">a) Providing adequate operation and maintenance of facilities and equipment.b) Maintaining an up-to-date map of the sewer system.c) Maintaining relevant records to establish and prioritize appropriate SSMP activities and show trends in SSO.d) Providing preventative activities and tracking work orders.e) Identifying and prioritizing system deficiencies and implementing short and long term rehabilitation actions.f) Providing training to staff and monitoring contractors activities.g) Providing equipment and replacement part inventories.h) Establishing and implementing a public education and outreach program that promotes proper disposal of FOG.	11/02/2008	
Overflow Emergency Response Plan	Develop or affirm the existence of an overflow response plan that includes the following: <ul style="list-style-type: none">a) Proper and timely notification procedures of SSOs to primary responders.b) Procedure to ensure timely response and containment of SSOs.c) Procedures to ensure prompt notification of SSOs to appropriate authorities.d) Procedures to ensure that staff and contractors are aware of and follow the plan and are appropriately trained.e) Industry accepted response time for different categories of emergencies.	11/02/2008	
Fats, Oil, and Grease Control	Develop new or identify an existing FOG Control Program that includes: <ul style="list-style-type: none">a) Legal authority to prohibit discharges to system and measures to prevent SSOs caused by FOG.b) Identify sections of the sewer systems subject to grease blockages and establish cleaning maintenance schedule for each section.c) Source control measures for all sources of FOG discharge to the sewer systems.	11/02/2008	
Design and Performance Provision	Identify procedures for the following: <ul style="list-style-type: none">a) Ensuring that sewer systems are properly designed and constructed through establishment of design and construction standards for the systems.b) Ensuring proper inspection and testing for the installation, rehabilitation, or repairs of sewer project.	05/02/2009	
System Evaluation and Capacity Assurance Plan	Develop or affirm the existence of a Capital Improvement Plan (CIP) that includes the following: <ul style="list-style-type: none">a) Steps to evaluate portions of the sewer system which are experiencing or contributing to SSOs caused by hydraulic deficiencies.b) Short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternative analysis, and schedule. The CIP may include increases in pipe size, plastic lining of sewers, infiltration/inflow reduction, and upgrading of pumping systems for redundancy, reliability, and emergency storage.	05/02/2009	
Monitoring, Measurement, and Program Modification	Develop or identify existing system to do the following: <ul style="list-style-type: none">a) Monitor the implementation and where appropriate, measure the effectiveness of each element of the SSMP.b) Update program elements, as appropriate, based on monitoring or performance evaluations.	05/02/2009	
SSMP Program Audits	Develop an internal SSMP periodic audit system that focuses on evaluating the effectiveness and deficiencies of the SSMP and steps to correct them.	05/02/2009	
Communication Program	Develop or identify effective means of communicating with the public and stakeholders on the development, implementation, and performance of the SSMP. The communication system shall be open to the public and stakeholders input in the development and implementation of the SSMP.	05/02/2009	
Complete First Draft	Draft SSMP and circulate to stakeholders for review and comments.	05/02/2009	
Complete Final SSMP	Prepare SSMP incorporating comments, where appropriate, from stakeholders and submit to Administration for approval and to the SWRCB and RWQCB as required and distribute to stakeholders.	05/02/2009	